



Denali Commission
510 L Street, Suite 410
Anchorage, AK 99501

907.271.1414 tel
907.271.1415 fax
888.480.4321 toll free
www.denali.gov

Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Alaska Association of Municipal Clerks
Name of Project: Professional Development Training
Reporting Period: 4/1/2009 – 6/30/2009
Contact Person: Betty Svensson
Contact Number: 907-586-1325 Email Address: betty@akml.org
Expenditures to date: \$ 20,554.90
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.
Signed by: <u>Betty Svensson</u> Dated <u>7/20/09</u>

1. In a few sentences, please describe the scope of your project:

The initial scope was to provide 12 scholarships for clerks, from rural communities, to attend the Northwest Clerks Institute (NCI), accredited by the International Institute of Municipal Clerks. The NCI provides training to not only help rural clerks successfully perform essential local government functions but---hopefully---give them enough information and tools to keep them in their jobs longer. For various reasons, several clerks were unable to attend the NCI. The grant was amended to provide scholarships to rural clerks to attend the AAMC Conference and the Advanced Academy, also accredited by the International Institute of Municipal Clerks.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

None

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

None

4. a. How many are in your training program during this reporting period?

None

b. How many people have been trained and/or certified to date from this grant?

12

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
City of Coffman Cove	AAMC Annual Conf.	Cert. of Completion	Nov. 9-11, 2008		City of Coffman Cove
City of Hoonah	AAMC Annual Conf	Cert. of Completion	Nov. 9-11, 2008		City of Hoonah
City of Galena	AAMC Annual Conf	Cert. of Completion	Nov. 9-11, 2008		City of Galena
City of Cordova	AAMC Annual Conf	Cert. of Completion	Nov. 9-11, 2008		City of Cordova
City of Cordova	AAMC Annual Conf	Cert. of Completion	Nov. 9-11, 2009		City of Cordova
City of Coffman Cove	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Coffman Cove
City of Gambell	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Gambell
City of Hoonah	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Hoonah
City of Koyuk	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Koyuk
City of Seldovia	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Seldovia
City of Tanana	NCI PD I	Cert. of Completion	June 1-6, 2008		City of Tanana
City of Gustavus	NCI PD II	Cert. of Completion	June 8-13, 2008		City of Gustavus

Please copy and use another sheet if you need more spaces.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

None

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

For the AAMC Conference: All individuals received a certificate of completion and 3 Continuing Education points and 2 Experience points toward their Certified Municipal Clerks (CMC) Certification and 3 Education points and 1 Professional & Social Contribution Point toward their MMCA.

For the NCI : All individuals received a certificate of completion and points toward their Certified Municipal Clerks (CMC) Certification.

8. Please identify areas that we can assist you in the future.

Please continue to provide grant funds to rural communities. Without these funds, many clerks would not be able to attend training necessary to keep up with their day to day challenges. Thank You!!!